

LEAP – Policy Development Initiative

Sustainable Production and Consumption

Overview & Schedule | June 2019

1. Background

This initiative grew out of the desire of the Gulbenkian Sustainability Program to support better public policies related to Sustainable Production and Consumption, one of its key areas. The Calouste Gulbenkian Foundation believes that LEAP can contribute to improve the capacity of various professionals to inform public policy related to this theme, and to enable a wider discussion on evidence-informed policy-making in Portugal.

2. LEAP: Aim, Objectives and Elements

LEAP aims to:

- To develop a new cadre of young to mid-career professionals committed to a sustainability agenda and with the skills and insight to effectively engage and advocate at the policy level;
- To build a cadre of professionals from across the sectors (academia, civil servants, civil society) who can produce and appreciate the need for participative, evidence informed policy decision-making;
- To empower professionals to bridge their new policy skills and insights into their institutions and sectors;
- To start a bigger conversation in Portugal on promoting an enabling environment for more open, participative and evidence-informed policymaking.

3. LEAP: Elements and Timeline

LEAP is a 10-month long program that will support participants to build their skills and insights on policy development and empower them to better engage the process in the future. Through the programme, participants will work on their own policy research project and be supported and mentored in a step by step manner through the process of research, analysis/writing and advocacy. The support programme consists of 3 policy development-oriented workshops and a process of drafting and mentoring in which participants apply their knowledge to their own project – producing several outputs instrumental to their policy goals – and sharpen their soft skills to increase their future impact.

LEAP is divided into stages, as outlined below:

1. Application & Needs Assessment stage		
1.1	LEAP Launch Event & Call for Applications released	June 2019
1.2	Needs Assessment Questionnaire & Focus Groups	June 2019
1.3	Submit Applications (CVs, Research Outline, Letter of Support from Employer & Statement of Intent/Motivation)	17 June - 15 July 2019
1.4	20-22 LEAP Candidates selected & informed	31 July 2019
2. Competitive LEAP Participant selection stage		
2.1	LEAP Orientation (1-day)/Policy Research Design Workshop for up to 22 LEAP Candidates (2-days)	10-12 Sep 2019

2.2	Candidates submit and get feedback on 1 st draft policy research proposal (feedback on 22 draft proposals)	Sep/ Oct (early) 2019
2.3	Candidates submit final draft of research proposal & 12-15 Participants selected	Oct 2019 (End)
2.4	Defining soft skills training tailor-made to the group of 12-15 LEAP Participants	October 2019

3. Policy research, analysis & writing stage

3.1	Research stage – 12-15 Participants begin their research (3.5 months)	Nov 2019 – Feb 2020
3.2	1 st soft skills training session (<i>tbc</i>)	Dec 2019
3.3.	Fellows submit 1 st draft Policy Study (ICPA mentors prepare feedback on 12-15 policy studies)	Jan 2020 (Late)
3.4	Workshop on policy writing and analysis (3-days) & ICPA feedback tutorial on 1 st draft study (1-day)	4-7 Feb 2020
3.5	Analysis, writing and options development stage (2 months)	Mid Feb – mid April 2020
3.6	2 nd soft skills training session (<i>tbc</i>)	April 2020
3.7	Participants submit 2 nd draft Policy Study with Outcomes Matrix tool	April 2020 (Mid)
3.8	ICPA provides feedback on 2 nd draft Policy Study (written feedback on 12-15 policy studies and skype tutorials to talk through)	May 2020 (Early)

4. Advocacy development stage

4.1.	Participants submit 1 st draft Policy Brief	May 2020 (Late)
4.2.	Policy Advocacy Workshop (2-days) & ICPA feedback tutorial on 1 st draft brief (1-day) & Stakeholder Sounding Boards (1-day)	2-5 June 2020
4.3	Participants submit completed Policy Brief & associated advocacy plan	June 2020 (End)
4.4	Participants submit completed Policy Study	June 2020 (End)

5. Closing/opening event

5.1.	LEAP – Policy Development Initiative: Sustainability Conference (1-day event)	July 2020
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Time commitment	Expected outputs
<ul style="list-style-type: none"> • Average 1-day work per week • 3 policy development workshops, 3 days each • 2 soft skills training sessions, 1-2 days each • Final 1-day conference 	<ul style="list-style-type: none"> • 1 policy research proposal • 1 policy study/paper • 1 policy brief • 1 advocacy plan¹

¹ For civil servants, it can be replaced by a public participation plan for a transparent, evidence-informed policy decision-making process.